

**SECRET**

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2430 E St., N.W.

August 15, 1947

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Chief, Mediterranean Bureau  
Foreign Broadcast Information Service

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Dear [REDACTED]

We have discussed at great length here in CIO the problem of Administrative Assistants in our overseas installations. It has finally been decided that insofar as possible Administrative Assistants in our overseas installations will be personnel hired and trained here in Washington.

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[REDACTED] who is at present serving as Chief of the Payroll Section of the Finance Division here in CIO, has been employed for the Administrative Assistant's job [REDACTED] I will advise you later as to his date of departure and probable time of arrival in [REDACTED]

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I know that this will present somewhat of a morale problem for you, and that it will be a considerable disappointment to [REDACTED] I regret very much that all things being considered, the end in this case seems to justify the means. I am sure that after [REDACTED] has arrived and has been with you for awhile you will see the advantage of having a person in this position who is thoroughly familiar with administrative matters of CIO as a whole.

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Consequently, I have cancelled the request for [REDACTED] appointment. If it is possible to retain [REDACTED] on your staff at a local wage rate I would suggest that you do so. It is contemplated that [REDACTED] might accompany the survey team [REDACTED] to handle administrative matters at that location during the negotiation and construction stage, in which case [REDACTED] undoubtedly would be very valuable to you.

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Sincerely,

Acting Chief, FBIS

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